

MEETING AGENDA

Grantee: City and County of Honolulu
Project: Honolulu High-Capacity Transit Corridor Project
Subject: Preliminary Engineering Kickoff /PMOC Transition
Date: November 3-5, 2009
Location: Ali'i Place
1099 Alakea Street, Suite 1700
Honolulu, HI 96813

Participants: Federal Transit Administration (FTA)
City and County of Honolulu (City)
InfraConsult – Project Management Support Consultant (PMSO)
Parsons Brinckerhoff – General Engineering Consultant (GEC)
Jacobs Engineering Group – Project Management Oversight Contractor (PMOC)

Tuesday, November 3, 2009

- 8:30 AM
1. **Opening Remarks**
 - FTA
 - City of Honolulu
 2. **Project Management Oversight and Contractor Introduction (Nadeem Tahir)**
 3. **PMOC Transition (Tim Mantych)**
 - PMOC Team Organization and contact information
 - Schedule for Oversight and Quarterly Meetings
 4. **Project Status Update (City)**
 - Organization Chart
 - Program Staffing Update
 - Highlights and Achievements
 - NEPA Update

The City has indicated they would like to publish the FEIS on November 13, 2009.

However, they acknowledged that this target date may slip due to the following issues:

- *Section 106 comments on PA from the Advisory Council on Historic Preservation*
- *4(f) comments on PA from the National Trust for Historic Preservation*
- *Proximity of guideway to Runways 22R/4L and 22L/4R*
- *Concurrence on the PA by Hawaii SHPO*

- Baseline Project
 - Scope
 - Schedule
 - Budget, Expenditure, and Funding
- Engineering Update
- Available Documents / Document Update
- Real Estate Acquisition / Right-of-Way Update

The PMOC will recommend that a workshop be held in early 2010 that would include OR Colan, and possibly Mamie Smith-Fisher if available, to ensure the project staff understands the FTA requirements for real estate acquisitions and relocations.

- Program Staffing Update
- Procurement Update
 - Consultant Contracts
 - Project Management Support Consultant

InfraConsult was re-selected as the PMSC. Harvey Berliner will serve as the Project Officer, with Simon Zweighaft filling a part-time role as Project Director. Harvey will be the day-to-day manager for InfraConsult, and Simon will travel to Honolulu occasionally.

- PE/EIS General Engineering Consultant
- General Engineering Consultant II

Proposals are under review for the GEC II Contract, which is actually the CM Contract. A selection is not likely in advance of the Kickoff Meeting.

RFQ for first station design package contract has been issued. Proposals are due November 19, 2009. There will be separate NTPs for PE and FD.

- Design-Build Contracts
 - West Oahu/Farrington Highway Design-Build

The City has formally awarded the contract to Kiewit. A signed contract is due back from the contractor on November 6, 2009. We have been informed that the City's outside counsel has discussed the implications of this with FTA Regional Counsel.

Design will be completed by HNTB. Figg Engineering will provide support for viaduct design.

The first NTP will consist of work to support the NEPA documents; however, the City intends to publish the FEIS prior to the start of that work. Follow-on NTPs would be for full PE, FD, and construction activities.

The City has determined that the second line segment will also be DB. RFP – Part I will be issued November 18, 2009, with proposals due December 23, 2009. RFP – Part II will be issued March 19, 2010, with proposals due July 16, 2010.

- Maintenance and Storage Facility

Proposals to RFP – Part II are due December 4, 2009. Award is scheduled for January 15, 2010. NTP is scheduled for March 5, 2010.

- Vehicles/Core Systems

Proposals to RFP – Part II are due January 15, 2010. Award is scheduled for March 31, 2010. NTP is scheduled for May 7, 2010

- Community Relations
- Board Actions

5. PE Approval

- Items to be addressed during PE (Page 3 of October 16, 2009 letter)

Wednesday, November 4, 2009

8:30 AM 1. Alignment Tour

2. Key Issues

- Letters of No Prejudice

The City anticipates requesting the following LONPs:

- West Oahu/Farrington Highway Guideway DB
- Final Design Services for Farrington Station Group
- Final Design Services for Pearl Highlands Station and Garage Group
- Final Design Services for Kamehameha Guideway and Utilities (will now be DB contract, so LONP would be similar to that for first line segment)
- Final Design Services for Airport Guideway and Utilities
- Maintenance and Storage Facility DB

- Core Systems/Vehicles DBOM
- Construction of Farrington Station Group
- State Safety Oversight Agency

Project representatives attended the Annual FTA SSO Meeting in September 2009. The City expects a letter from FTA to the governor this week regarding the establishment of the SSOA.

The City has enlisted a consultant to help prepare the legislation necessary to provide HDOT with the authority to operate as the SSOA. The governor would then have to establish this new agency. The City intends to provide support to HDOT as they develop the agency through a consultant. Costs would be borne by the project, but HDOT would select and manage the consultant.

- Third Party Coordination (Agency/Utility)
- HDOT/FAA Coordination

The City indicated they are in general agreement with the FAA and HDOT regarding mitigation measures regarding the proximity of the guideway to Runways 22RJ4L and 22L14R. The City has sent a letter to HDOT summarizing the agreement and asking for concurrence via a return signature. However, HDOT has not responded. The City indicated that costs for the mitigation and other potential airport changes are at issue.

- Buy America waiver

The contract documents include separate Buy America requirement for each component of the Core Systems Contract (system and vehicles). The City intends to request a Buy America waiver for two prototypes. However, they do not anticipate the need for a waiver for production vehicles.

- Waiver of the 100% performance bond requirements of 49 CFR Section 18.36(h)

The RFP for the first line segment DB contract requires only a 50% performance bond. The City is awaiting concurrence from the FTA on this matter. The City has indicated that they will not seek similar waivers for any of the remaining contracts.

The PMOC was asked to provide an opinion on this matter. Given the “selected” contractor (Kiewit), the majority opinion is that a reduction of performance bond requirements would be reasonable, would save the project money, and would not put the City at undue risk. The request is not to fully waive and perhaps a parent guarantee could be obtained for the balance. This approach was taken for LMRO, where the full performance and payment bonds were waived, as approved by the FTA.

- Procurement – RFP 2 document availability

The City has requested that all PMOC representatives (prime and sub) sign a Declaration of Confidentiality. We have provided the document to our legal counsel, and there is concern with the onerous nature of the language. The City has indicated that they might be willing to modify some of the language.

- Regulatory issues

3. Closing Session

- Action Items
- Path forward
- Schedule next meeting

Thursday, November 5, 2009

Day reserved for continuing review and discussions of individual contracts, as needed.

Note: Breaks, including lunch, will be taken as needed.

Honolulu High-Capacity Transit Corridor Project
Preliminary Engineering Kickoff Meeting/PMOC Transition
November 3-5, 2009

Attachment

A Look Ahead Schedule

B PE Approval Letter dated October 16, 2009

Attachment A: Look Ahead Schedule

JACOBS PMOC WORK PLAN Period: December 2009 – February 2010		
ACTIVITY	TEAM	DATE
WORK ORDER 2 – HONOLULU		
Monthly Progress Meeting (Conference Call)	Mantych, Tsiforas, Neathery, Morris, Virginkar	December 2009 (TBD)
Monthly Progress Meeting	Mantych, Tsiforas, Morris, Virginkar	January 2010 (TBD)
Monthly Progress Meeting	Mantych, Tsiforas, Morris	February 2010 (TBD)

Attachment B: PE Approval Letter dated October 16, 2009